



## DURHAM CITY-COUNTY APPEARANCE COMMISSION

### MINUTES

April 18, 2018, 6:00pm  
Committee Room GA, Ground Floor, City Hall  
101 City Hall Plaza, Durham, NC

#### I. Call to Order

- a. Members Present: Mike Miller-Chair(MM), Fred Jernigan-VChair(FJ), Erik Mehlman-Sec(EM), Ellen Weinstein(EW), Rick Crawford(RC), Marc Reibold(MR), Alvaro Quintana(AQ), Pam Porter(PP), Mitch Tuchman(MT), Miguel Jackson(MJ),
- b. Members Absent (Excused): Jessica Braverman(JB), Lyn McClay(LM)
- c. Members Absent/Tardy: Stephanie Strickland (SS)
- d. Staff Liaison: Matthew Filter(MF)
- e. SS has not responded to numerous attempts to ask for an explanation of repeated absence or a formal resignation. MF has initiated the process of formal removal procedures.
- f. Ted Maynor's appointment to the commission has expired and he was not reappointed by the City Council.

#### II. Approval of Minutes

#### III. Adjustments to the Agenda

#### IV. Treasurer's Report

#### V. Committee Reports

- a. Golden Leaf Committee
  - i. Tomorrow – all please come
  - ii. Committee to be there at 4:30
  - iii. Other commissioner helpers to be there by 5-5:15 please
- b. UDO Review Committee
- c. Interlocal Agreement / Bylaws Committee
  - i. MM presents final draft. MF will send out 2 weeks prior to next meeting for final approval if no text changes.
- d. Education & Engagement Committee
  - i. The commission approved a budget of up to \$250 for this event
  - ii. Event is set for May 2nd from 5:30-7:30pm
  - iii. The venue is Bull City Cool
  - iv. All speakers/presenters are committed
  - v. AIA HSW Continuing Education credits have been approved
  - vi. Marketing material has already gone out through email of PDF flyers and social media efforts

- vii. E+E committee to finalize list of marketing outlets to send materials and send
- viii. E+E committee to finalize list of personal email invites and send them

**VI. New Business & Announcements**

- a. ULI Initiative – MM informs all of an upcoming virtual planning event for Durham with an invite for at least one of our Commission
- b. MF notes that no parking vouchers are needed if leaving parking deck across the street after 7pm. He will provide the vouchers if we adjourn early, but normally we are adjourning after 7pm.
- c. MM notes to start to review the annual retreat information now for June retreat

**VII. Adjournment**

*Notice Under the Americans with Disabilities Act - A person with a disability may receive an auxiliary aid or service to effectively participate in city government activities by contacting the ADA Coordinator, voice 919-560-4197, fax 560-4196, TTY 919-560-1200, or [ADA@DurhamNC.gov](mailto:ADA@DurhamNC.gov), as soon as possible but no later than 48 hours before the event or deadline date.*